



LEROY D. BACA, SHERIFF

County of Los Angeles
Sheriff's Department Headquarters
4700 Ramona Boulevard
Monterey Park, California 91754-2169



April 15, 2004

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
Los Angeles, California 90012

Dear Supervisors:

**EXTENSION OF EXISTING INFORMATION TECHNOLOGY SUPPORT SERVICES
MASTER AGREEMENT (ITSSMA) WORK ORDERS AND INCREASE THE MAXIMUM
WORK ORDER AMOUNTS FOR THE LOS ANGELES REGIONAL CRIME
INFORMATION SYSTEM (LARCIS)**

This letter is to notify your Board of our intent to request the Internal Services Department (ISD) to extend ITSSMA Work Orders N05-0096, N05-0095 and N05-0093 with Pro Tem Solutions for six months to October 30, 2004. In addition, the Department is requesting to increase the combined work order amounts by \$260,064, from \$525,000 to \$785,064.

BACKGROUND

The LARCIS system is an online, mission critical computer system designed to integrate the functions of capturing, storing, collating, evaluating and disseminating information relating to any crime, or incident report written by the Los Angeles County Sheriff's Department, Los Angeles Police Department, or other participating agencies. One aspect of the current project's efforts is to build online incident report data entry user interfaces and workflow processing, which will provide patrol personnel with the ability to enter information directly into the LARCIS database. The online field personnel direct data entry report writing system is being designed to improve the quality, management and sharing of information by field personnel, administrative managers and executives. LARCIS provides integrity, accuracy and greater flexibility in information data retrieval and greatly reduces the need for duplicate data entry.

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JUSTIFICATION

Substantial work has already taken place on the LARCIS web based patrol personnel direct data entry report writing software application. The Java web based report writing component is composed of many complex modules that would be difficult and time consuming for new contractors to master. Extending the existing work orders will allow the project to be completed, would be cost and labor effective, and will make use of the valuable business and technical knowledge possessed by the present contractors. In addition, the contractor's expertise must be available at any hour in case of unplanned system downtime as the Java web modules are integrated into the system. LARCIS is an online, mission critical computer system designed to function as the Department's Records Management System (RMS), as well as provide a regional crime information platform for crime analysis and criminal investigation. In addition to providing the Department's Uniform Crime Reports, which are submitted to the State and Federal governments, LARCIS generates crime statistics for Department executives and managers, and supports an investigatory case management module.

Work Orders N05-0096, N05-0095 and N05-0093 with Pro Tem Solutions will expire on April 30, 2004. The work order extensions will provide continued services for six months, to October 30, 2004.

FISCAL IMPACT

ITSSMA Work Orders N05-0096, N05-0095 and N05-0093 with Pro Tem Solutions were established May 5, 2003, with a combined work order amount of \$525,000. The Department has expended \$443,408 of the \$525,000 as of the last invoice on March 5, 2004. The amendment will increase the maximum total to \$785,064, which is sufficient to fund the project through October 30, 2004, at which time the project is expected to be completed. All the funding will be covered by the California Law Enforcement Equipment Program (CLEEP) Grant funds. No unanticipated net County costs will be incurred.

CLOSING

Per the established processing guidelines, if notification from your Board is not received within the two-week review period, the Sheriff's Department will notify ISD to proceed with the Work Order Amendment.

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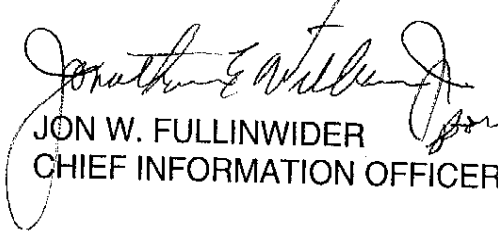
If there are questions regarding this matter, please contact Lieutenant Katherine L. Pattullo at (562) 465-7992.

Sincerely,



LEROY D. BACA
SHERIFF

NOTED AND APPROVED:


JON W. FULLINWIDER
CHIEF INFORMATION OFFICER